



Republic of the Philippines  
**CITY GOVERNMENT OF COTABATO**  
Region XII  
**OFFICE OF THE CITY MAYOR**  
People's Palace, Cotabato City  
Office Telefax: (064) 421-8969 / 552-0691



**MEMORANDUM**

**TO :** ALL BUSINESS ESTABLISHMENTS IN COTABATO CITY

**FROM:** OFFICE OF THE CITY MAYOR

**SUBJECT :** COVID-19 PRECAUTIONARY MEASURES

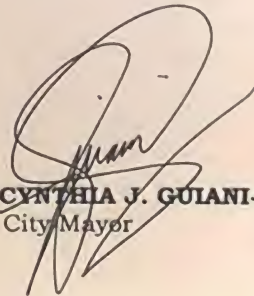
**DATE :** MARCH 17, 2020

In view of the growing threat of COVID-19, the President has directed all local government units to immediately institute necessary precautionary and preventive measures.

Therefore, the City Government of Cotabato hereby issues the following guidelines and instructions to all business establishments in the city, to wit:

- a. Business operating hours shall end, at the most, at 7 o'clock in the evening so as to give time to the public to go home before the 8 P.M. to 5 A.M. curfew takes effect.
- b. Out-of-town personnel of business establishments are instructed not to get out of the city. They shall coordinate with their relatives so that their necessary personal belongings and effects can be handed to them at the city's entry points. Business establishment owners should provide them temporary accommodations in the city so as not to disrupt their business operation.
- c. All delivery vehicles of business establishments, both going in and out of the city, are still allowed. Provided, however, that their delivery crews are properly identified and shall not be allowed to enter the business premises and refrain from having close contacts with anybody. The loading and unloading of stocks shall be handled by other personnel, not by the delivery crew.
- d. All incoming delivery vehicles should be sanitized or disinfected immediately after use.
- e. All persons entering the business establishments shall undergo thermal scanning. Those who would refuse should be denied entry and immediately reported to either the Task Force Kutawato or the Cotabato City Police Office.

For strict compliance.

  
**ATTY. FRANCES CYNTHIA J. GULANI-SAYADI**  
City Mayor